federal register

Friday
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Part V

Department of Agriculture

Food and Nutrition Service

Food Distribution Program; Food Bank Demonstration Project

DEPARTMENT OF AGRICULTURE

Food and Nutrition Service

Food Distribution Program: Food Bank Demonstration Project

AGENCY: Food and Nutrition Service, USDA.

ACTION: Notice of Demonstration Project.

SUMMARY: This Notice announces the Department of Agriculture's intention to conduct a demonstration project involving the provision of USDA-donated foods to food banks for use in emergency food box distribution programs to needy individuals and families. This demonstration project is mandated under Section 211 of the Agricultural Act of 1980 (Pub. L. 96–494). This Notice also sets forth the procedures under which the demonstration project will be conducted and solicits applications to take part in the project from food banks which have been providing an emergency food box distribution service since March 1980.

DATES: Effective date: July 24, 1981. Application: Food banks desiring participation in the project must apply on or before August 24, 1981.

FOR FURTHER INFORMATION CONTACT: Gwena Kay Tibbits, Chief, Program Monitoring and Policy Development Branch, Food Distribution Division, Food and Nutrition Service, USDA, Washington, D.C. 20250 (202–447–8386).

SUPPLEMENTARY INFORMATION: Section 211 of the Agricultural Act of 1980 mandates that the Department demonstrate, through the actual participation of selected sites, the feasibility of providing USDA-donated foods to food banks for use in emergency food box distribution to eligible individuals and families. In addition to testing the feasibility of USDA providing food items for use by food banks, the Department will evaluate the effectiveness of and need for Federal participation in such a program, and the feasibility of continuing such participation. The evaluation will take into account various aspects of the households served by this program, including the socio-economic and demographic characteristics of such households, the circumstances placing the households in need of emergency assistance, and other social assistance services in which the households are participating or for which they are eligible. Participation data, food donations and inventory data, transportation and delivery costs, administrative procedures and cost data related to the receipt and distribution of USDA-donated foods, and staffing patterns will be examined by the Department in preparing its evaluation. The results of that evaluation will be forwarded to Congress by October 1, 1982, as required by statute.

Description of Project

The Food Bank Demonstration Project mandated by the Agricultural Act of 1980 (Pub. L. 96–494) is scheduled to begin on or about October 1, 1981, and will operate for no more than one year. Three sites will be selected to participate in the demonstration project. Each project site will be located in a different FNS Region, of which there are seven. The selections will be made in consultation with the Community Services Administration and other appropriate agencies.

Basic Operational Requirements

USDA-donated foods will be made available to food banks in accordance with an FNS-approved agreement between the State Distributing Agency under FNS's Food Distribution Program and the food bank. We expect that the following food items will be provided in package sizes available to the Department; (a) Instantized non-fat dry milk; (b) butter; and (c) process American cheese. These food items will be provided in quantities which the food bank can use without waste. Some of these food items may require repackaging. These food items shall be used to supplement foodstuffs obtained from other sources. Food banks shall prepare and provide food boxes containing USDA-donated food items to those households which have been certified by the food bank to be in need of emergency food assistance.

State Distributing Agency Responsibilities

The affected State Distributing Agency must enter into an agreement with FNS under which it will provide donated foods to food banks in accordance with an FNS-approved agreement with the food bank.

It will also be responsible for ensuring that food banks do not exceed a 60-day supply of donated food items in inventory. Finally, the agency will be asked to review and transmit to the appropriate FNS Regional Office quarterly reports prepared by the food bank on the number of food boxes distributed, the number of individuals in the recipient household and other information as required by FNS, and to report monthly on the types and quantities of food items provided to the food bank.

Food Bank Responsibilities

Each food bank participating in the project must enter into an agreement with FNS under which it will be required to maintain leased, owned or donated facilities which are adequate for the storage of a 60-day supply of dry, refrigerated and frozen donated food items and will properly safeguard against theft, spoilage, and other loss. In areas where health department certification is required, the project site must maintain such certification for the storage, repackaging and distribution of foodstuffs for the duration of the demonstration project. Households will be certified by the food bank for participation in the program according to USDA-approved procedures. The food bank will be responsible for maintaining records which identify all households certified to receive the emergency food box. Each household record shall contain, at a minimum, the case name, address, household size, circumstances placing the household in need of food assistance, declaration of other social assistance programs for which the household has applied, the type and quantity of USDA food items which have been provided to the household and the date the food box was provided. The food bank will also be responsible for repackaging USDA-donated food items in accordance with FNS-approved guides and applicable health department requirements; preparing and distributing, in accordance with the

FNS-approved guide rate, food boxes which provide a maximum 3-day supply of USDA-donated foods; ensuring that no more than three food boxes are provided to any household during a 6-month period; and establishing procedures to avoid the duplicate issuance of food boxes. Finally, the food bank will be asked to cooperate with all evaluation activities connected with the demonstration project, including the preparation and submission of quarterly reports to the State Distributing Agency on the number of food boxes distributed, the number of individuals within the recipient households, and other information needed for the evaluation of the project.

Federal Responsibilities

FNS will monitor project operations, evaluate the demonstration project, and provide whatever training and technical assistance may be necessary during the project. FNS will also pay approved administrative costs associated with any data compilations which are requested by FNS over and above those recordkeeping requirements set forth in Part 250 of the Food Distribution Program Regulations or this Notice. USDA will pay the costs for providing USDA-donated foods to the State Distributing Agency.

Eligible Institutions

Food banks wishing to participate in the demonstration project must have tax exempt status under the Internal Revenue Service Code. The food bank must have been in operation since March 1980 and provided an average of 100 food boxes per month during the three months previous to submission of its application for participation. In areas requiring current Health Department certification for the storage and handling of food stuffs, the food bank must have obtained that certification.

Applications

Food banks which meet the criteria for eligibility set forth above may obtain applications for participation in the demonstration project from the Director, Food Distribution Division, Special Nutrition Programs, Food and Nutrition Service, USDA, GHI Building, Washington, D.C. 20250. Applicants must provide the information requested in Attachment I, Application for Participation in the Food Bank Demonstration Project. This information may be submitted in whatever format the applicant deems appropriate. Applications must be signed by the food bank representative(s) with the authority to commit the organization to the project; postmarked no later than 30 days after publication of this Notice; and returned to the Director, Food Distribution Division, at the above address.

Selection of Sites

All food banks applying for participation in this demonstration project will be reviewed by a panel consisting of FNS and Community Services Administration representatives. Applications will be ranked based on the capability of the applicants to comply with the provisions contained in the Regulations and this Notice; the availability of necessary facilities, staff, and other resources; and the State Distributing Agency's willingness to participate in the demonstration project. Since no more than one site per FNS Region will be selected, geographic location will also be taken into consideration.

Notice of Selection

USDA will notify all applicants of those sites selected for demonstration project operations.

Dated: July 21, 1981.

G. William Hoagland,

Administrator, Food and Nutrition Service.

BILLING CODE 3410-30-M

ATTACHMENT I

APPLICATION FOR PARTICIPATION IN THE FOOD BANK DEMONSTRATION PROJECT

NOTE: INFORMATION SHOULD BE PROVIDED FOR FOOD BOX DISTRIBUTION OPERATIONS ONLY

FOOD BANK ORGANIZATION

Name of Food Bank _____

Address _____

_____

Telephone Number _____

City/Community(ies) Served _____

Number of Distribution Sites _____

Name and title of the individual who would be responsible for this project and would act as a liaison between the USDA and the Food Bank _____

_____

Date of receipt of IRS tax-exempt status

_____

Month/year in which food boxes were first distributed

_____

Indicate the total number of paid and volunteer worker-hours per month which are currently used to perform the following food box tasks.

TASK	TOTAL NUMBER PAID WORKER-HOURS PER MONTH	TOTAL NUMBER VOLUNTEER WORKER-HOURS PER MONTH
Soliciting Donations		
Transporting Foods		
Repackaging Foods		
Assembling Food Boxes		
Determining Eligibility		
General Administration		
Other Support Functions		

FOOD BOX OPERATIONS

Number of food boxes distributed in each of the previous three months

(3rd preceding month) _____

(2nd preceding month) _____

(1st preceding month) _____

Approximate dollar value of the food and cash donations received during the previous three month period by sponsor type.

SOURCE OF DONATIONS	CASH	DONATED FOODS
Local Government		
Community Services Administration		
General Public		
Other		

Indicate the current cubic capacity of leased, owned, or donated facilities for dry, refrigerated and frozen food storage, and those which will be available to the Food Bank during the demonstration project.

TYPE OF STORAGE	TOTAL CURRENT CUBIC CAPACITY	TOTAL CUBIC CAPACITY AVAILABLE FOR USE DURING THE DEMONSTRATION PROJECT
DRY		
REFRIGERATED		
FROZEN		

Describe briefly the procedures which the Food Bank would implement to:

(a) Maintain records of households certified to participate as food box recipients:

(b) Account for USDA donated foods which have been distributed and those which are in inventory:

(c) Insure that only households which have been certified receive food boxes at the distribution site:

(d) Insure that households do not receive duplicate food boxes:

(e) Repackage foods into sizes appropriate for distribution to households:

The demonstration project will require the repackaging of some of the foods provided. Is State or local health department certification required to store or repackage foods?

YES /___/

NO /___/

If yes, is the applicant Food Bank certified to store and repackage food?

YES /___/

NO /___/

If yes, attach photo copies of the certification.

OTHER

In addition to the above information, describe the special characteristics, operations, or other items of consideration which would enhance USDA's understanding of your Food Bank operations.

In order to expedite the implementation of the demonstration project, please indicate the quantity of instantized non-fat dry milk, butter, and cheese which would be distributed to a one-person household as part of a three day supply of food. This information will not be used in the selection of project sites.

	QUANTITY
Non-fat dry milk	
Butter	
Cheese	

Date of application _____

Signature of a representative of the Food Bank with the authority to commit the organization to the demonstration project:_____

_____

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